

**COUNTY OF MOORE  
NORTH CAROLINA**

**INFORMAL BID**

ISSUE DATE: January 6, 2016

**INFORMAL BID 2016-02**

**TITLE: Interceptor Phase III Inspection and Cleaning Project**

**ISSUING DEPARTMENT: COUNTY OF MOORE  
Financial Services  
206 S. Ray Street  
PO Box 905  
Carthage, NC, 28327**

**Sealed Bids** will be received until **4:00 PM Thursday January 21, 2016** from qualified firms for the Interceptor Phase III Cleaning and Inspection Project. All inquiries for information concerning the Bid shall be directed to:

**Terra Vuncannon, Purchasing Coordinator  
PO Box 905  
Carthage, NC 28327  
(910) 947-7118  
tvuncannon@moorecountync.gov**

**Sealed Bids** shall be provided to Terra Vuncannon; it is the sole responsibility of the vendor to ensure that its bid reaches the Financial Services by the designated date and hour indicated above.

Firm Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

By: \_\_\_\_\_  
(Printed)

By: \_\_\_\_\_  
(Signature)

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## **INSTRUCTIONS TO BIDDERS**

1. **Bid shall be submitted to the Issuing Department and include the enclosed Bid Form.** In order for a bid to be considered, it shall be based on the terms, conditions and specifications contained herein and shall be a complete response to this Informal Bid. The County reserves the right to make an award in whole, or in part, and to reject any and/or all bids, and to waive any informality in proposals unless otherwise specified by the Proposer. The Proposer shall sign the bid correctly and bids may be rejected if they show omissions, alterations of form, additions not called for, conditional proposals or any irregularities of any kind.
2. All labor costs, direct and indirect, shall have been determined and included in the proposal. The cost and availability of all equipment, materials, and supplies associated with performing the services described herein shall have been determined and included in the proposal. Do not include sales tax in proposal figures. The County pays sales tax and will add this to your proposal figures separately when invoices are paid. All price quotes shall include delivery to the delivery point, installation and set-up charges, as necessary. Goods shall be set in place ready for owner's use. All goods shall be new and of average quality. No remanufactured, refurbished or used goods will be accepted. Appropriate product information (e.g. brochures, catalog cuts, etc.) shall be included with the proposal.
3. After the Informal Bid issue date, all communications between the Issuing Department and prospective Proposers shall be in writing. No oral questions shall be accepted. Any inquiries, requests for interpretation, technical questions, clarifications, or additional information shall be directed to Terra Vuncannon at the address listed on page one if this solicitation or via e-mail to [tvuncannon@moorecountync.gov](mailto:tvuncannon@moorecountync.gov). All questions concerning this Informal Bid shall reference the section and page number. Questions and responses affecting the scope of the goods will be provided to all prospective Proposers by issuance of an Addendum. **All written questions shall be received by the Issuing Department no later than 10:00 am Wednesday January 13, 2016. NO EXCEPTIONS.** All addendums pertaining to this Informal Bid will be posted to the County website at [www.moorecountync.gov](http://www.moorecountync.gov) within 24 – 48 business hours after the deadline for questions. **It is the bidder's responsibility to check the website for the addendums.**
4. The County will not be responsible for any oral instructions. Should a Proposer find discrepancies in, or omissions from the documents, or should be in doubt as to their meaning, s/he should at once notify the Issuing Department in writing, and a written addendum shall be issued. Acknowledgement of any Addendum received during the time of the proposal shall be noted on the Bid Form in the spaces provided. In closing of a contract, any Addendum issued shall become a part thereof. **It is the Proposer's responsibility to assure that all addenda have been reviewed and, if need be, signed and returned.**
5. Proposals will be examined promptly after opening and award will be made at the earliest possible date. The prices quoted must be held firm, and no proposals may be withdrawn

until **90 days** after proposal opening date. The County reserves the right to conduct any test/inspection it may deem advisable to ensure services/materials/supplies/equipment, as appropriate, conform to specifications.

6. Pursuant to North Carolina General Statutes Section 143-131, “award shall be made to the lowest responsible, responsive bid or bidders, taking into consideration quality, performance and the time specified in the proposals for the performance of the contract.”
7. The materials/supplies/equipment furnished under any resulting contract shall be covered by the manufacturer’s most favorable commercial warranty. Each Proposer shall plainly set forth the warranty for the goods in the proposal. Operations and maintenance manuals for equipment shall also be provided, as appropriate.
8. All purchases for goods or services are subject to the availability of funds for this particular purpose.
9. The contractor shall not represent itself to be an agent of the County.
10. The General Statutes of the State of North Carolina, insofar as they apply to purchasing and competitive bidding, are made a part hereof.
11. The County of Moore is committed to creating and maintaining an environment free from harassment and other forms of misconduct that fundamentally compromise the working environment of the County. All contractors performing work/services at a County facility shall take all necessary steps to assure that none of its employees engage in harassment or intimidation relating to personal beliefs or characteristics of anyone on the County’s premises, including but not limited to, race, religion, age, color, sex, national origin or disability. Such harassment is unacceptable and will not be condoned in any form at the County of Moore. If such conduct occurs, the contractor will take all necessary steps to stop it and prevent its future occurrence. This policy shall be strictly enforced.
12. For all the work being performed under this Contract, the County of Moore has the right to inspect, examine, and make copies of any and all books, accounts, records and other writing relating to the performance of the work. Audits shall take place at times and locations mutually agreed upon by both parties, although the vendor/contractor must make the materials to be audited available within one (1) week of the request for them.
13. All Proposers must complete and submit the Vendor Form with their proposal package. This information will be used to create or update the County’s vendor file.
14. Proposers are cautioned that this is an informal bid, not a request for contract, and the County of Moore reserves the right to reject any and/or all proposals. It further reserves the right to waive informalities insofar as it is authorized so to do where it deems it advisable in protection of the best interests of the County.
15. Proposals will be tabulated, evaluated and a recommendation presented to the County of

Moore Board of Commissioners for their approval.

16. Any and all exceptions to the Specifications must be stated in writing, giving complete details of what is to be furnished in lieu of requested Specifications.
17. The County of Moore reserves the right to cancel and terminate any resulting contract, in whole or in part, without penalty, upon forty-five (45) days' notice to the Vendor(s). Any contract cancellation shall not relieve the Vendor(s) of the obligation to deliver any outstanding services issued prior to the effective date of the cancellation.
18. **Proposals in one (1) original and three (3) copies will be received from each Proposer in a sealed envelope or package.** Each original shall be signed and dated by an official authorized to bind the form. Unsigned proposals will not be considered.
19. Upon receipt by Moore County Financial Services, your Proposal is considered a public record except for material which qualifies as "trade secret" information under N.C. Gen. Stat. 66-152 et. seq. After the Proposal opening, your Proposal may be reviewed by the County's evaluation committee, as well as other County staff and members of the general public who submit public records requests. To properly designate material as trade secret under these circumstances, each Proposer must take the following precautions: (a) any trade secrets submitted by a Proposer must be submitted in a separate, sealed envelope marked "Trade Secret — Confidential and Proprietary Information — Do Not Disclose Except for the Purpose of Evaluating this Proposal," and (b) the same trade secret/confidentiality designation must be stamped on each page of the trade secret materials contained in the envelope.

In submitting a Proposal, each Proposer agrees that the County may reveal any trade secret materials contained in such response to all County staff and County officials involved in the selection process, and to any outside consultant or other third parties who serve on the evaluation committee or who are hired by the County to assist in the selection process. Furthermore, each Proposer agrees to indemnify and hold harmless the County and each of its officers, employees, and agents from all costs, damages, and expenses incurred in connection with refusing to disclose any material which the Proposer has designated as a trade secret. Any Proposer that designates its entire Proposal as a trade secret may be disqualified.

21. Proposer shall comply with the North Carolina Workers' Compensation Act and shall provide for the payment of workers' compensation to its employees in the manner and to the extent required by such Act. In addition the Provider shall maintain, at its expense, the following minimum insurance coverage:

General Liability - \$2,000,000  
Auto Liability - \$2,000,000  
Umbrella Coverage - \$5,000,000

**Contractor must also have the National Association of Sewer Service Companies (NASSCO), Pipeline Assessment and Certification Program (PACP) and Manhole Assessment and Certification Program (MACP) certifications.**



## **MOORE COUNTY PUBLIC WORKS DEPARTMENT**

### **INTERCEPTOR PHASE III INSPECTION AND CLEANING PROJECT**

# **TECHNICAL SPECIFICATIONS**

**INTERCEPTOR PHASE III INSPECTION AND CLEANING PROJECT  
MOORE COUNTY PUBLIC WORKS DEPARTMENT**

**TECHNICAL SPECIFICATIONS**

- 01. SCOPE:** It is the intent of this project to assess the internal structural and service condition of the sewer system. The work specified includes all labor, materials, accessories, equipment and tools necessary to perform internal closed circuit television inspection of sewer mains, including manholes, and any necessary cleaning. The sewer system is located in various areas near the County Club of North Carolina, Pinehurst NC, (example: swamp and off road) so refer to attached maps for sewer locations. It is the Contractor's responsibility to comply with all applicable OSHA regulations and to submit written documentation that all workers have received the training necessary under these regulations. All work shall be performed to National Association of Sewer Service Companies (NASSCO) and Pipeline Assessment and Certification Program (PACP) standards. The Contractor shall obtain all permits required by the local jurisdiction.

There will be two forms of internal condition assessment addressed:

1. Sewer Survey – Detailed viewing of the sewer (“survey”), with the aid of CCTV equipment, to assess internal structural condition, service condition and identify and locate miscellaneous construction features as well as assess the structural and service condition of laterals.
2. Sewer Inspection – Viewing the sewer system pursuant to investigative work following other operational activity including:
  - a. Locating manhole(s) and/or lateral(s)
  - b. Sewer preconditioning and cleaning activities
  - c. Such other similar purposes as may be required by the Owner.

- 02. QUALIFICATIONS:** The Contractor shall submit a verifiable reference list documenting the successful completion of internal sewer condition assessment on projects of similar size and scope of this project. The reference list along with a list of available equipment and resumes of key personnel shall be submitted with the bid.

All CCTV operator(s) responsible for direct reporting of sewer condition shall be certified by National Association of Sewer Service Companies (NASSCO), Pipeline Assessment and Certification Program (PACP) and Manhole Assessment and Certification Program (MACP) certifications, and have a minimum of 3 years previous experience in surveying, processing, and interpretation of data associated with CCTV surveys/inspections. If requested, the Contractor shall provide the designated representative with written documentation that all CCTV survey operators meet these experience requirements which shall include a list of projects undertaken as well as client name and telephone number for reference.

- 03. SUBMITTALS:** The Contractor shall submit the following information in writing.

**Before Pre-Construction Meeting**

1. Project Schedule
2. Listing of Cleaning Equipment & Procedures
3. Listing of Flow Diversion Procedures
4. Listing of Preconditioning Procedures
5. Listing of Safety Precautions and Traffic Control Measures
6. Listing of CCTV Equipment
7. Listing of Backup and Standby Equipment
8. Manufacturers Details of CCTV Equipment
9. Location where Debris from Cleaning will be Disposed

**As Work Progresses**

1. Updated Schedule of Planned Inspections/Cleaning of Sewer Reaches
2. Two (2) Copies of CCTV DVD's, Two (2) Copies of Inspection Report incorporating a summary statistical breakdown of defects and main findings
3. Daily Logs and Progress Reports
4. Confined Space Entry Logs

The Contractor shall complete a daily written record (diary) detailing the work carried out and any small items of work which were incidental to the contract. The Contractor shall include in his daily record, reference to:

1. Delays: e.g. dense traffic, lack of information, sickness, labor or equipment shortage.
2. Equipment: on site, e.g. specialist cleaning, by-pass equipment, etc.
3. Submittals: to the designated representative
4. Personnel: on site by name, e.g., all labor, Specialist Services, etc.
5. Accident: report, e.g. all injuries, vehicles, etc.
6. Incident: report, e.g. damage to property, property owner complaint, etc.
7. Major defects encountered, including collapsed pipe, if any: e.g. cave-ins, sink holes, etc.
8. Visitors: on site

The Owner's designated representative on site shall certify receipt of the daily record noting any items and adding any observations with reference to claims for payment to the Contractor. The Owner may at his discretion, for which the Contractor must receive direction in writing, make an exception to this requirement for weekly submission of progress rather than for daily submission.

- 04. EQUIPMENT:** The television equipment used for the survey shall be one specifically designed and constructed for such a survey, including all-terrain conditions.

The survey/inspection vehicle shall comprise of two totally separate areas. One of these, designated as the viewing area, shall be insulated against noise and extremes in temperature, include the provision for air conditioning, and shall be provided with means of controlling external and internal sources of light in a manner capable of ensuring that



the monitor screen display is in accordance with the specification. Seating accommodation shall be provided for the Contractor to enable two people, in addition to the operator, to view clearly the on-site monitor, which shall display the survey/inspection as it proceeds. The working area shall be reserved for equipment, both operational and stored, and no equipment utilized within the sewer shall be allowed to be stored in the viewing area.

The surveying/inspecting equipment shall be capable of surveying/inspecting a length of sewer up to at least 1,000 ft. when entry into the sewer may be obtained at each end and up to 750 ft. where a self-propelled unit is used, where entry is possible at one end only. The Contractor shall maintain this equipment in full working order and shall satisfy the designated representative at the commencement of each working shift that all items of equipment have been provided and are in full working order.

The surveying/inspecting equipment shall be positioned to reduce the risk of picture distortion. In circular sewers the CCTV camera lens head shall be positioned centrally (i.e. in prime position) within the sewer. In non-circular sewers, picture orientation shall be taken at mid-height, unless otherwise agreed, and centered horizontally. In all instances the camera lens head shall be positioned looking along the axis of the sewer when in prime position. A positioning tolerance of  $\pm 10\%$  of the vertical sewer dimension shall be allowed when the camera is in prime position.

The surveying/inspecting equipment shall have locator/receiver transmitter to accurately locate the camera in metallic, non-metallic pipes and manholes. The camera shall be digital and be of the color pan-and-tilt type. The camera shall have suitable illumination capable of providing an accurate, uniform and clear record of the sewer's internal condition of the entire periphery of the pipe. In-sewer lighting shall produce a minimum of 1.0 LUX illumination and lighting standards shall meet the requirements of the PACP and applicable codes regarding safety and power. The camera shall be able to operate in 100% humidity. The camera, television monitor and other components of the video system shall be capable of producing a minimum 700 line resolution color video picture. The contractor shall maintain the camera in clear focus at all times. The picture and resolution shall be to the satisfaction of the Owner. The video camera shall include a titler with initial text screen appearing no more than 15 seconds at the beginning of the video footage, and shall appear before the 360 degree pan of the starting manhole. The video shall show the following text at all times.

1. Surveyed By Name
2. City and State
3. Street Name (Label Off-Road if not on a Street)
4. Automatic update of the camera's position from adjusted zero (feet)
5. Pipe Dimensions (inches)
6. Pipe Material
7. Manhole and Pipe Length Reference number (PLR). General convention allows upstream manhole number to be designated PLR.
8. Direction of survey, i.e., downstream or upstream

## 9. Time and Date

The surveying/inspecting equipment shall have correct adjustment demonstrated by use of the test tape or other device approved by the Contractor. Satisfactory performance of the camera shall be demonstrated by the recording of the appropriate test device at the commencement of work for a minimum period of 30 seconds. This shall be used to assure or calibrate the distance, clarity and color.

The surveying/inspecting unit shall carry a range of flow control plugs or diaphragms for use in controlling the flow during the survey/inspection. A minimum of one item of each size of plug or diaphragm, within the range of pipe sizes set out in the contract, shall be carried.

The survey/inspection unit shall have on call equipment available to carry out the flushing, rodding and jetting of sewers as and when such procedures are deemed to be necessary.

**05. DIGITAL VIDEO:** DVD or Thumb Drive shall be supplied for all television surveys. All DVDs or Thumb Drives shall be submitted to the Owner and will become the property of the Owner. Digital video logs shall also be provided with the DVDs or Thumb Drives.

Each DVD disc shall be labeled by reference to the header record for the survey section completed together with the following.

1. Sequential (unique) DVD number
2. Basin/ catchment worked in
3. Survey company name and logo
4. Survey date

**06. EXECUTION:** The camera shall be moved through the line at a moderate rate, stopping whenever necessary to permit proper documentation of any defects or infiltration and inflow. In no instances shall the camera move at more than 30 linear feet per minute. If the camera cannot move through the entire pipe section because of an obstruction the Contractor shall document area of obstruction, type of obstruction, then clean and continue to complete survey.

Sewer Flow Control – When sewer line depth of flow at the upstream manhole of the sewer line being inspected is above the maximum allowable for television inspection, as given below, the inspection of the sewer line shall not proceed. Considering the diurnal flow pattern witnessed within the sewer line, if the depth of flow decreases such that inspections is permissible, inspection may proceed during low flow conditions. Otherwise, the flow shall be reduced to those levels shown below by one of the following methods.

1. Lift station operation flow control by personnel

2. Plugging the flow
3. Bypass the flow

When performing television inspection, depth of flow shall not exceed that shown below for the respective pipe sizes, as measured in the downstream manhole.

Pipe Size (in)	Maximum Depth of Flow for Pipe Diameter (in)
6	1.20
8	1.60
10	2.00
12	3.00
15	3.75
18	4.50
21	5.25
24	6.00
27	8.10
30	9.00
> 30	30%

Television Survey Logs – Printed survey logs shall be kept by the Contractor, and will clearly show the location in relation to an adjacent manhole. All points of significance, such as service connections, roots and obstructions, broken or cracked pipe, offset or misaligned joints, scale or corrosion, infiltration and inflow, or other unusual conditions shall be recorded on the log.

Manhole and Lift Station Inspections – Manholes and lift stations shall be inspected to assess general physical condition and to locate leaks which are causing or could cause soil erosion and degradation to the sanitary systems, and/or other underground utilities or surface structures, and which are allowing leaks into, or out of, the sewer system. A full 360 degree pan of all manholes is required. This video footage shall occur at the beginning of each pipe segment survey inspection from the bottom of the manhole panning up the manhole shaft. The Contractor shall cover the manhole opening to prevent too much light from entering the structure and to ensure a clear and focused view of the manhole interior. In instances when the manhole is the terminating manhole, then the pan shall occur at the end of the pipe segment survey inspection. Observations shall be recorded on a manhole and lift station physical inspection report form. Information recorded on these forms shall include but not be limited to location of the structure,

relationship of a structure's incoming and outgoing lines, size of lines, depth of structure, condition of cover, ring, wall, bench and invert, type of material, and any other pertinent information which would allow sources of Infiltration/Inflow. Color photographs shall be taken of the interior and exposed exterior of all manholes and lift stations, and shall portray any defects as best as possible. The main purpose of the photographs is to assist the owner in decisions for future testing or rehabilitation purposes. The "Manhole and Lift Station Inspection Report" form will be used to record the inspection results. Besides any hard copy in the reports, photographs shall be provided to the Owner in a digital electronic version on computer discs (CD's) in the JPEG format. Each digital photo file and photograph shall have a unique I.D. applied to it that will indicate which manhole or Lift station is pictured, and will correspond to that features I.D. in the data.

Each CD shall be labeled by reference to the manhole and or lift station inspection completed together with the following.

1. Sequential (unique) CD number
2. Manhole or lift station worked in
3. Survey company name and logo
4. Inspection date

All manholes shall be located in the field. If the manhole is not visible it shall be marked with a visible marker. The markers shall be provided by the contractor and the type (stake or pvc pipe) of marker shall be approved by MCPW before installation.

Cleaning – The Contractor shall exert all reasonable care to avoid damage to the sewer or manhole during the cleaning operation. Mechanical equipment used for cleaning shall be equipped with an overload clutch to limit the risk of damage to the pipe. The Contractor shall provide all equipment and personnel necessary to safely remove and extract silt and debris from the sewer through existing manhole access, load it onto trucks for disposal, and dispose of the silt and debris at approved sites. The Contractor shall trap all debris at the end manhole and properly dispose and haul away debris when cleaning pipe segments. Cleaning is defined as follows.

1. Removal of minor quantities of silt and debris from sewer lines and manholes preventing observation of sewer condition and defects.
2. Removal and extraction of silt, debris, and obstructions from the sewer lines and manholes which actually prevent entry and use of CCTV equipment, or the completion of the sewer run and/or manned-entry inspection of sewers.
3. Removal of hard or semi-hard deposits, tuberculation, or other materials from sewer lines and manholes requiring the use of mechanically operated equipment which actually prevents entry and use of CCTV equipment, or the completion of the sewer run and/or manned-entry inspection of sewers. Contractor shall provide and/or manage the equipment necessary for proper jetting, rodding, bucketing, brushing, root cutting, flushing and vacuum uplift or any other approved removal and extraction system necessary to remove and extract silt, debris and obstructions from the sewer which would otherwise

preclude use of CCTV equipment and/or manned-entry inspection of the sewers.

**07. CONTRACTOR RESPONSIBILITIES:** It shall be the responsibility of the Contractor to schedule and perform his work in a manner that does not cause or contribute to incidence of overflows or spills of sewage from the sewer system. In the event that the Contractor work activities contribute to overflows or spills, the Contractor shall immediately take appropriate action to contain and stop the overflow, clean up the spillage, disinfect the area affected by the spill, and notify the designated representative in a timely manner. Contractor will indemnify and hold harmless the Owner for any fines or third-party claims for personal or property damage arising out of a spill or overflow that is fully or partially the responsibility of the Contractor, including the legal, engineering and administrative expenses of the Owner in defending such fines and claims.

The Contractor shall be responsible for any fines levied by others, reimbursement of any agency incurred costs, damage, cleanup, restoration of flow, and any disruption of service costs to customers as a result of the Contractor's work. This is in addition to any and all costs incurred by the customer. The Contractor shall respect the rights of property owners, and not enter upon private property without obtaining permission from the owner of the property. For manholes located in easements of private property, the Contractor shall provide the resident with 24-hour advanced notice for easement access prior to entering the property, unless the resident provides immediate permission.

**08. ACCEPTANCE:** Acceptance of internal sewer main television inspection shall be made upon the successful completion of the survey and shall be to the satisfaction of the Owner.

**09. CLEANUP:** After the survey process has been completed, the Contractor shall cleanup the entire project area and return the ground cover to its original condition. The contractor shall dispose of all excess material and debris at a site approved by Moore County Public Works.

**10. WATER USE:** Owner shall provide water for any needed cleaning of sewer system during survey process at no charge. Owner will install hydrant meter at contractor specified location. Backflow prevention is the responsibility of the contractor and shall be approved by the owner.

**11. CERTIFICATIONS:** Contractor shall be certified by the National Association of Sewer Service Companies (NASSCO) and operators shall be certified by the Pipeline Assessment and Certification Program (PACP) and Manhole Assessment and Certification Program (MACP).

**12. FINAL INSPECTION:** Acceptance of Sewer Inspection and Cleaning shall be made upon demonstration, through the television inspection and logs, that the lines have been thoroughly cleaned and inspected.

**13. WARRANTY:** Not used.

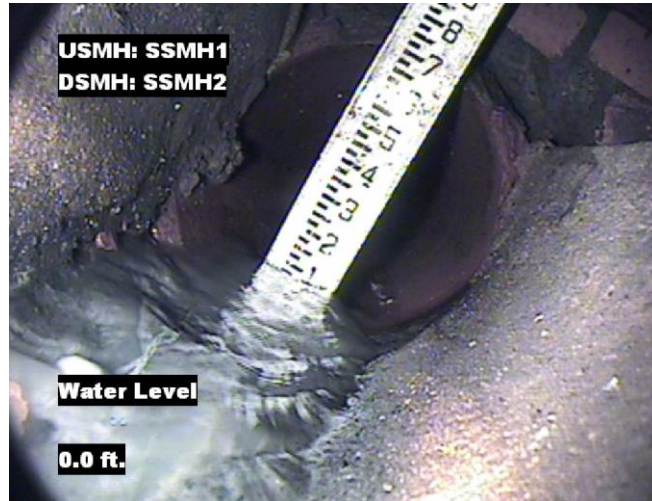
**14. PAYMENT:** Payment for items included in this section shall be paid for based on the unit price indicated in the Cost Proposal Form. Distance is based on measurement from centerline of manhole to centerline of manhole.

**INTERCEPTOR PHASE III INSPECTION AND CLEANING PROJECT  
MOORE COUNTY PUBLIC WORKS DEPARTMENT**

**TYPICAL PROCEDURES**

**TYPICAL INSPECTION PROCEDURE:**

1. Display Overlay with Segment details
2. Pan Manhole 360 degrees, from bottom looking up
3. Measure pipe diameter with an approved measuring device.



4. Start inspection from edge of pipe, resetting the footage to zero at the start of pipe inspection
5. Indicate MH Number in Remarks to start survey
6. Conduct survey
  - a. Record all defects and taps
  - b. Take two (2) Photos of each defect
    - i. Close-up



- ii. Perspective View (looking down the pipe at the defect)



- iii. Take one (1) Photo of each tap



## 7. End Inspection

- a. If the camera cannot pass or continue due to:
  - i. Water level > 25%
    - 1. Attempt during low flow period
    - 2. If flow is high use a flow reducer and inspect
  - ii. Roots/Collapsed/Blockage
    - 1. Abandon Survey
      - a. Use MSA Code to indicate Survey Abandoned; indicate in the remarks why survey is abandoned.
      - b. Setup Camera at next manhole, and repeat Inspection Procedure toward the original start manhole until:
        - i. Camera cannot pass, and end inspection with MSA code



- ii. If camera is able to make it through, end with AMH code, and include an MGO code to indicate that on the reverse attempt a full inspection was completed
- b. If the camera reaches the end Manhole:
  - i. Indicate AMH and MH number in Remarks
  - ii. Display Ending Screen Text
  - iii. 360 degree Pan of Manhole, if the manhole is the terminal manhole.

### **EMERGENCY INFORMATION:**

In the event of any Contractor-related overflow or interruption/backup of customer service, the Contractor shall contain and eliminate the overflow and shall immediately:

**Notify Public Works Department at 910-947-6315**

### **SCREEN OVERLAYS:**

**Initial Screen** - Include all of the following lines of text in the order listed:

1. Surveyed By Name
2. City and State
3. Street Name (Label Off-Road if not on a Street)
4. Automatic update of the camera's position from adjusted zero (feet)
5. Pipe Dimensions (inches)
6. Pipe Material
7. Manhole and Pipe Length Reference number (PLR). General convention allows upstream manhole number to be designated PLR.
8. Direction of survey, i.e., downstream or upstream
9. Time and Date



**Inspection Screen** - Include all of the following lines of text in the order listed at all times:

1. Date/ Time/ City
2. Start Manhole Number/ End Manhole Number
3. Direction of Survey

4. Street Name
5. Pipe Diameter/ Pipe Material/ Current Footage



**INTERCEPTOR PHASE III INSPECTION AND CLEANING PROJECT  
MOORE COUNTY PUBLIC WORKS DEPARTMENT**

**BID FORM**

This Bid consist of equipment, labor, materials, and traffic control for the Interceptor Phase III Cleaning and Inspection Project. Use this form for submitting Bids. No alterations, changes in Bid format will be allowed. All items should be priced for the units and quantities specified. The County of Moore shall reserve the right to reject any or all Bids. Opening will not be public.

<b>INSPECTION BID FORM</b>				
<b>ITEM</b>	<b>QUANTITY</b>	<b>UNIT</b>	<b>PRICE/UNIT</b>	<b>TOTALS</b>
18" CCTV Inspection	1,000	LF		
24" CCTV Inspection	1,000	LF		
30" CCTV Inspection	1,290	LF		
36" CCTV Inspection	2,790	LF		
42" CCTV Inspection	6,190	LF		
Manhole Inspection	26	EA		
Manhole Locating	5	EA		
18" Main Cleaning (if needed)	300	LF		
24" Main Cleaning (if needed)	300	LF		
30" Main Cleaning (if needed)	380	LF		
36" Main Cleaning (if needed)	840	LF		
42" Main Cleaning (if needed)	1,800	LF		
Manhole Cleaning (if needed)	10	EA		
<b>TOTAL BID</b>				

**Responsive Bid must include the following documents:**

- 1. Signed Bid Form**
- 2. Notarized Non-Collusion Affidavit**
- 3. Current W-9 Form**
- 4. Vendor Application (including references, equipment and resumes)**
- 5. Copy of NASSCO, PACP and MACP certification/license**
- 6. Proof of Insurance**
- 7. All documents requested within the Specifications**

**Sealed bids are due by 4:00 PM Thursday January 21, 2016 to Terra Vuncannon at 206 S. Ray Street Carthage, NC 28327.**

On behalf of \_\_\_\_\_ (Bidder), I am submitting a bid for the Interceptor Phase III Inspection and Cleaning Project. This Bid covers equipment, labor, materials, traffic control and all other incidentals to complete the project. I certify that the contents of this Bid are known to no one outside the undersigned, and to the best of my knowledge all requirements have been complied with.

By: \_\_\_\_\_ (Printed)

By: \_\_\_\_\_ (Signature)

Date: \_\_\_\_\_

Receipt of the following addendum is acknowledged:

Addendum No. \_\_\_\_\_ Received: (circle) YES / NO Date: \_\_\_\_\_

Addendum No. \_\_\_\_\_ Received: (circle) YES / NO Date: \_\_\_\_\_

Addendum No. \_\_\_\_\_ Received: (circle) YES / NO Date: \_\_\_\_\_

## NON-COLLUSION AFFIDAVIT

State of North Carolina  
County of Moore

I \_\_\_\_\_, being first duly sworn, deposes and says that:

He/She is the \_\_\_\_\_ of \_\_\_\_\_, the  
proposer that has submitted the attached proposal;

He/She is fully informed respecting the preparation and contents of the attached proposal  
and of all pertinent circumstances respecting such proposal;

Such proposal is genuine and is not a collusive or sham proposal;

Neither the said Proposer nor any of its officers, partners, owners, agents, representatives,  
Employees or parties of interest, including this affiant, has in any way colluded,  
conspired, connived or agreed, directly or indirectly, with any other Proposer, firm or  
person to submit a collusive or sham proposal in connections with the contract for which  
the attached proposal has been submitted or to refrain from bidding in connection with  
such contract, or has in any manner, directly or indirectly, sought by agreement or  
collusion or communication or conference with any other Proposer, firm or person to fix  
the price or prices in the attached proposal or of any other Proposer or to fix overhead,  
profit or cost element of the proposal price of any other Proposer or to secure through  
collusion, conspiracy, connivance or unlawful agreement any advantage against the  
County of Moore or any person interested in the proposed contract; and

The price or prices quoted in the attached bid are fair, proper and are not tainted by any  
collusion, conspiracy, connivance or unlawful agreement on the part of the Proposer or  
any of its agents, representatives, owners, employees, or parties in interest, including this  
affiant.

\_\_\_\_\_  
Signature and Title

State of North Carolina  
County of \_\_\_\_\_  
Subscribed and sworn before me,  
This \_\_\_\_\_ day of \_\_\_\_\_, 2016

\_\_\_\_\_  
Notary Public  
My commission expires \_\_\_\_\_

## Moore County E-Verify Affidavit

STATE OF NORTH CAROLINA

AFFIDAVIT

COUNTY OF MOORE

I, \_\_\_\_\_ (the individual attesting below), being duly authorized by and on behalf of \_\_\_\_\_ (the entity bidding on project hereinafter "Employer") after first being duly sworn hereby swears or affirms as follows:

1. Employer understands that E-Verify is the federal E-Verify program operated by the United States Department of Homeland Security and other federal agencies, or any successor or equivalent program used to verify the work authorization of newly hired employees pursuant to federal law in accordance with NCGS §64-25(5).
2. Employer understands that Employers Must Use E-Verify. Each employer, after hiring an employee to work in the United States, shall verify the work authorization of the employee through E-Verify in accordance with NCGS§64-26(a).
3. Employer is a person, business entity, or other organization that transacts business in this State and that employs 25 or more employees in this State. (mark Yes or No)
  - a. YES \_\_\_\_\_, or
  - b. NO \_\_\_\_\_
4. Employer's subcontractors comply with E-Verify, and if Employer is the winning bidder on this project Employer will ensure compliance with E-Verify by any subcontractors subsequently hired by Employer.

Executed, this \_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Signature of Affiant  
Print or Type Name: \_\_\_\_\_

State of North Carolina

County of \_\_\_\_\_

Signed and sworn to (or affirmed) before me, this the \_\_\_\_\_

day of \_\_\_\_\_, 2016.

My Commission Expires:

\_\_\_\_\_

Notary Public

(Affix Official/Notarial Seal)



# Vendor Application

## County of Moore

Financial Services – Purchasing Division

PO Box 905

Carthage, NC 28327

Phone: (910) 947 - 7118

Fax: (910) 947 - 6311

Please Type or Print Legibly

Federal ID # \_\_\_\_\_ SS # \_\_\_\_\_ Vendor # \_\_\_\_\_

Vendor Name
-------------

Date
------

ORDER ADDRESS		PAY ADDRESS	
Street		Street	
Street		Post Office Box	
City		City	
State	Zip Code	State	Zip Code

CONTACT PERSON	TELEPHONE NUMBER	FAX NUMBER
----------------	------------------	------------

YEAR ESTABLISHED	TERMS	DISCOUNT
------------------	-------	----------

CONTRACTOR'S LICENSE # (if applicable)	SIGNATURE
	EMAIL ADDRESS:

This firm certifies that it is a: (if applicable)

☐ Disabled

☐ Minority Business Enterprise

☐ Women Business Enterprise

To qualify for MWBE status, 51% of the company must be owned and controlled by minority groups or women. For the purpose of this definition, minority group members are Black Americans, Hispanic Americans, American Indians and/or American Women. To qualify for Disabled status, 51% of the company must be owned and controlled by disabled persons.

## Product(s) and/or Service(s)

Please list the type product(s) and/or Service(s) that your company can provide.

_____	_____	_____
_____	_____	_____

## References

_____
_____
_____

**INTERCEPTOR PHASE III CLEANING / INSPECTION PROJECT  
MOORE COUNTY PUBLIC WORKS DEPARTMENT**

**REFERENCES, EQUIPMENT AND RESUMES**

Please list references, available equipment and resumes



**Request for Taxpayer  
Identification Number and Certification**

**Give Form to the  
requester. Do not  
send to the IRS.**

Print or type See Specific Instructions on page 2.	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.	
	2 Business name/disregarded entity name, if different from above	
	3 Check appropriate box for federal tax classification; check only one of the following seven boxes: <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____ <b>Note.</b> For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner. <input type="checkbox"/> Other (see instructions) ▶ _____	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ (Applies to accounts maintained outside the U.S.)
	5 Address (number, street, and apt. or suite no.)	Requestor's name and address (optional)
	6 City, state, and ZIP code	
	7 List account number(s) here (optional)	

**Part I Taxpayer Identification Number (TIN)**

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I Instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

**Note.** If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

Social security number								
				-				
OR								
Employer identification number								
				-				

**Part II Certification**

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

<b>Sign Here</b>	Signature of U.S. person ▶ _____	Date ▶ _____
------------------	----------------------------------	--------------

**General Instructions**

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at [www.irs.gov/w9](http://www.irs.gov/w9).

**Purpose of Form**

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), or adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

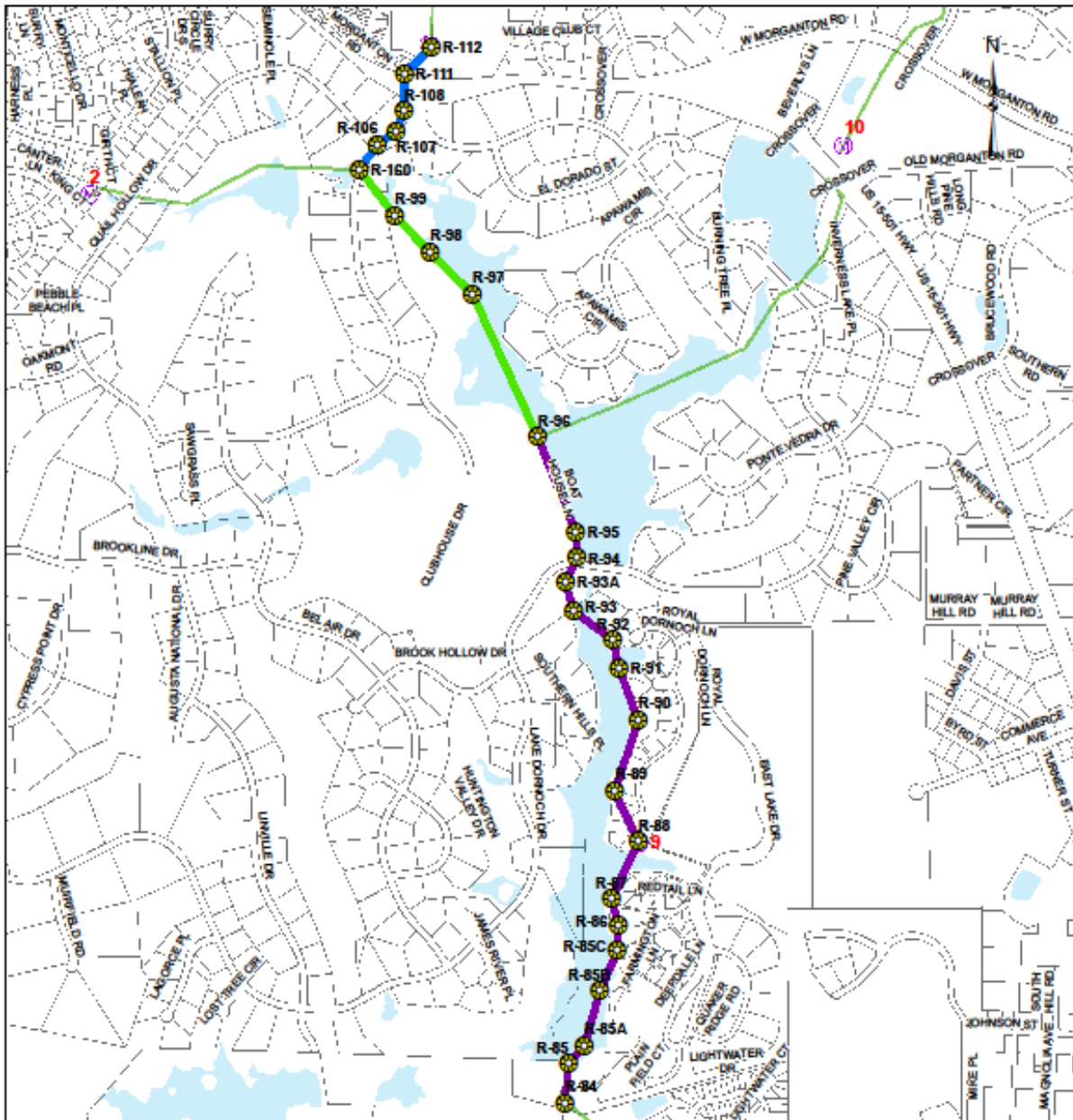
- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)

- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
  - Form 1099-C (canceled debt)
  - Form 1099-A (acquisition or abandonment of secured property)
- Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding?* on page 2.

By signing the filled-out form, you:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued).
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* on page 2 for further information.



Phase 3- Manhole R-114 to Manhole R-84  
(Connecting to Phase 2)

### FY 2015-16 Interceptor Sewer Cleaning/Inspection Project

#### CCTVManholes



Phase 3



Sewer Monitoring Stations

#### CCTVInterceptor

30" Phase 3

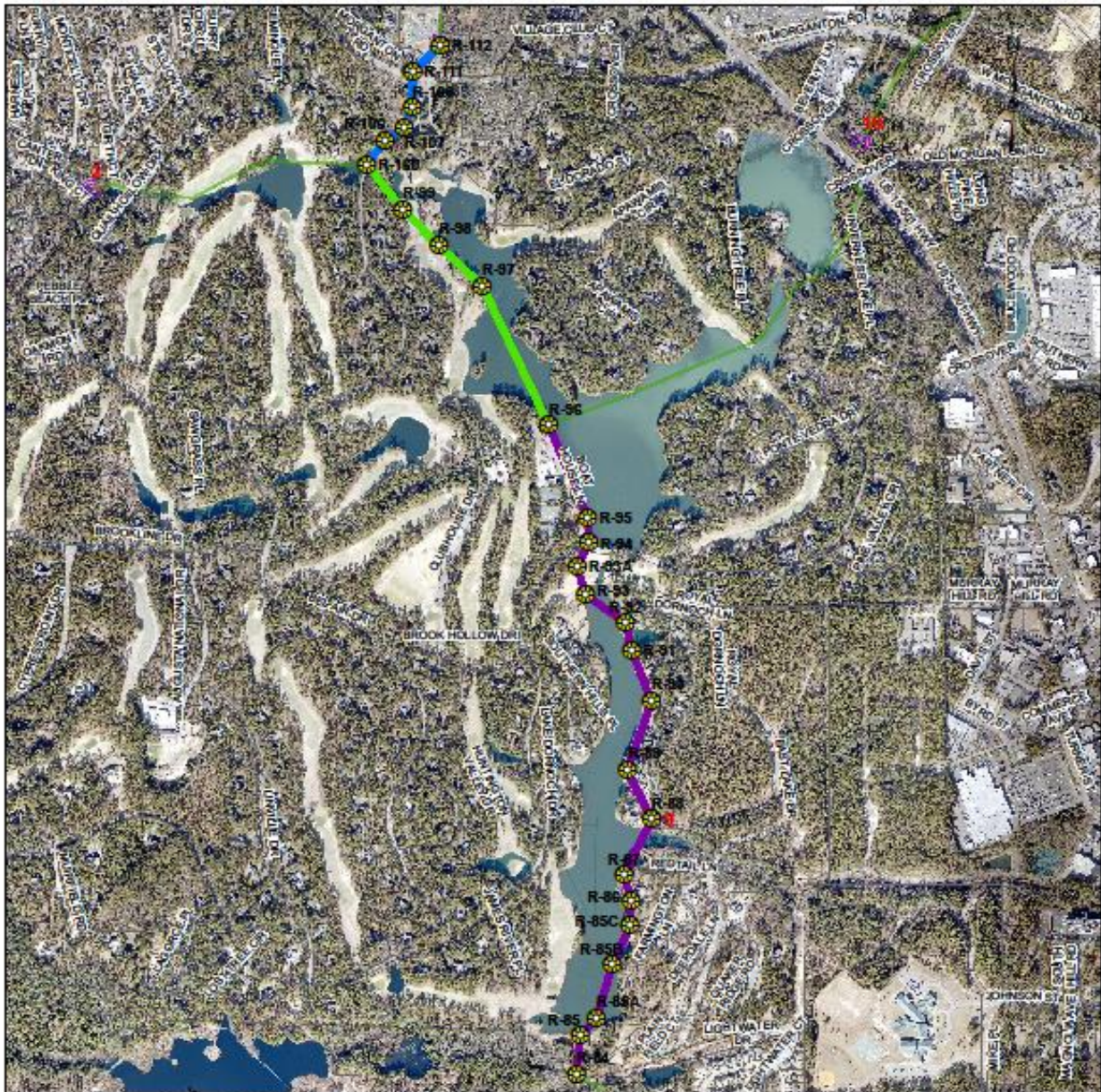
36" Phase 3

42" Phase 3

48" Phase 3

— Interceptor Sewer Lines





Phase 3- Manhole R-114 to Manhole R-84  
(Connecting to Phase 2)

### FY 2015-16 Interceptor Sewer Cleaning/Inspection Project

#### CCTVManholes

● Phase 3

● Sewer Monitoring Stations

#### CCTVInterceptor

— 30" Phase 3

— 36" Phase 3

— 42" Phase 3

— 48" Phase 3

— Interceptor Sewer Lines